



EXECUTIVE COMMITTEE

Friday, August 24, 2018

9:30 – 11:00 A.M.

3839 North 3rd Street, Suite 306, Phoenix, Arizona 85012

MINUTES

The Executive Committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened Friday, August 24, 2018 at the ADDPC Office, 3839 North 3rd Street, Suite 306, Phoenix, Arizona 85012. Notice having been duly given. Present and absent were the following members of the ADDPC.

Members Present

John Black, Chairperson, Telephone	Ray Morris, Telephone
Melissa Van Hook, Co-Chair, In person	Scott Lindbloom, Telephone
Matthew Isiogu, Telephone	
Monica Cooper, Telephone	

Members Absent

Staff

Erica McFadden, Executive Director
Lani St. Cyr, Staff
Marcella Crane, Staff
Michael Leyva, Staff
Julie Whitaker, Staff
Sarah Ruf, Staff

Guests

Amanda Dean

A. Call to Order/Welcome

John Black welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Executive Committee meeting. The meeting was called to order at 9:32AM. Roll call and participant introductions were completed.

B. Minutes from June 18, 2018

Chairperson John Black asked members if they had a chance to review the minutes and if there were any changes. John asked for a motion to accept the minutes as written. Motion was made by Monica Cooper; seconded by Scott Lindbloom. The motion carried.

C. 2019 Work Plan & Budget

Erica McFadden provided background of the recent federal changes to the obligation/liquidation/ and period of performance situation. In the past several years, we have had three year to obligate and liquidate funds, and now that time is down to 2 years. The third and final year is only to be used for billing and to liquidate funds already obligated. No work can be done by contractors. All projects must be complete. This will start with 2019 funds. We have always operated one year behind because of the federal government's delay in our notification of award. With the changes in the amount of time we have to obligate funds AND have work completed, we now have to obligate two years of funding (approximately \$1.5 million) in FFY 2019 (FFY 2018 & 19 funding) by July 1, 2019. For FFY 2020, we should be caught up, but the obligation amount will be half. That will be a challenge for us, as many projects are renewed each year. Half the amount obligated should be given to single year projects as a result.

We have to operate like we have the federal award even if we don't have it and leave language in the RFGAs that the award is contingent upon federal funding. But since we are written in legislation, it is highly unlikely that we would not receive our federal funding. We may get a reduction – but not an elimination. Many Councils that give out grants like ADDPC are in the same situation and are fighting with ACL about the new interpretation, but we have been advised to move forward with the current interpretation.

The Administration on Intellectual & Developmental Disabilities has also asked that we have our FFY 2019 & FFY 2020 work plans submitted by September 3rd, which is Labor Day. Officials advised us we can make updates to both plans on January 1, 2019. We received this notification in August. Based on the discussion and vote today, staff will submit the 2019 work plan and resubmit the same work plan for 2020 with the understanding that we will revise both after further discussion and a Full Council vote.

The 2019 work plan up for discussion and a vote today is based on the RFI process we completed last December, Council member ideas and input from that RFI process, and a continuation of current projects we are already completing. Even with the current projects for consideration, the full amount we need to obligate is not met, so we will need to put out another RFI process this Fall to obligate the remaining funds by July 1, 2019.

The projects reviewed were those that required a funding line. They are the following by goal area:

Self-Advocacy

- Leadership Trainings: Continue to financially support leadership trainings for people with disabilities for \$100,000. This would be a new competitive solicitation in 2019 to allow others to apply. We would be reporting on the current contracts already obligated in FFY 2019 to Native American Disability Law Center and Spina Bifida.
- Mail-in Voting Research: We are obligating approximately \$75,000 to conduct research about barriers to people with DD and voting. Current research efforts only target barriers at polling places. Preliminary research indicates that some people with disabilities in group homes may have their ballots thrown away by staff. We

need better understanding of how mail in voting can work most successfully with people with I/DD so we have a better plan for 2020.

- Evaluate Participatory Budgeting (PB) on Students with IEPs in Phoenix Union schools – PUHSD leading the way, with all but 3 schools allowing students to participate. Would like to get data on if/how much input comes from students in special education. Are students in special ed part of the leadership? What is the impact of the process on students with IEPs? What can be learned can be replicated in SPED classrooms to increase student empowerment and control. Center for the Future of Arizona to get back to us with more information. Projected amount - \$50,000
- Self-Advocacy Facilitator Contract: Will facilitate and help us grow self-advocacy groups in AZ (\$7,000)
- Supported Decision Making RFGA Renewal: \$60,000

Employment

- Customized Employment Training: Put out an RFGA that trains on customized employment and measure the impact of the training. Projected award \$80,000
- Fund model programs to increase employment rates for people with disabilities. This can be targeted to providers who are serving people with DD not covered in current DDD or VR system. (\$150,000) *There was much discussion over this topic, and with the current RFGA that has not been approved yet in dedicated to this topic, this line item may need to be increased further to include the additional RFGA to go out and the renewal of the current RFGA.*
- Post-Secondary Education Model Program to expand opportunities for students with I/DD to attend a credentialed program. \$100,000 projected
- Employment research on how schools are preparing students for work or higher ed, including “soft skills” training: \$75,000
- Continue to fund training with DDD/VR/AAPPD: \$50,000

Inclusion

- Grant writing Training to Underserved Communities: \$10,000 webinar contract renewal with IHD. One of the webinars to be allocated to train culturally diverse or underserved communities on writing grants. Staff will meet with them before it's developed. This will help us increase capacity of underserved areas to respond to RFGAs. The webinars will be addressing other topics throughout the year as well.
- Development of Short Explainer Videos in Plain Language: \$15,000 with ON Advertising for annual PR/Marketing materials and at least two short explainer videos on important topics, such as ABLE Accounts or Guardianships.
- Accessible Website: Website that is more accessible on mobile phones where videos can be embedded. \$50,000 allocated to this project. Sarah does not expect it would be completed this year, but we will start the process.
- Sexual Abuse/Exploitation Research and I/DD Continuation: \$100,000
- Council-Approved Conferences: \$50,000 (This line item may increase slightly if we increase the limit this year to \$10,000 from \$5,000. We found that some didn't apply because they found the amount too small for the application process.)

- Change Language of PR firms and Media Reporting on Disabilities: \$25,000-\$35,000 with Cronkite, depending on needs of Cronkite.
- Embed Community Inclusion Index with mapping on our website. Data includes housing, transportation, education attainment, poverty, employment, race/ethnicity by county and state. Work with web developers on this as we establish news site. Metrics already complete. \$50,000 projected.
- Expand early child programs to be more inclusive of children with disabilities. Current ISA under review and another RFI under review on this topic in today's meeting. Expected \$100,000 for 2 ISAs.
- Put out recreation RFGAs since there is a significant need for summer programs and others to be more inclusive of people with disabilities. \$150,000 agreed to amount by the committee. This would not be renewed.

Erica stated we needed a motion to approve for submission to AIDD and to present to the Council based on what was discussed at today's meeting. Ray Morris made a motion to approve; Monica Cooper seconded. The motion unanimously carried.

D. RFI Clarification: Autism Play Project

Erica stated that the RFI committee had asked for clarification on the budget for the Autism Play project. This project certified NAU-IHD staff to deliver the program in the rural north, including tribal lands – areas where ABA is scarce. This program works with kindergarten teachers, preschool teachers, and parents at schools and in their homes to help young children between ages 0-6 with autism be successful in their early years when the greatest gains can be made. The Executive Committee was satisfied with their response. Ray Morris made a motion to request for them to send a full proposal. Monica Cooper seconded the motion. The motion unanimously passed.

E. Announcements

Monica Cooper announced that she would be helping deliver the Train-the-Trainer on the Go Voter Project at ABILITY 360 on August 31 from 10a-4p.

F. Call to the Public

Amanda Dean, a social work student from ASU introduced herself and said she loved what we were doing – that there was such a need. John Black thanked her for coming and asked her to come back anytime.

G. Adjourn

The motion was made to adjourn by Scott Lindbloom and seconded By Monica Cooper. The motion was unanimously carried. The meeting adjourned at 11:02am.